

Counsel please include this information in your billing description.

Contract #: 11-30628	Legistar #: 13-0449	P & C #: 108-C1499
Index Code: 305100	Lav Log #: 13-21216	Activity Code: 72304 & 72306 FPS03
Project Description: Contract Documents got Northside School Class 1 Bike Path Phases 1 and 2		

CONTRACT ROUTING SHEET

PROCESSING DEPARTMENT:

Department: Department of Transportation
 Dept Contact: Janel Gifford
 Phone: x5974
 Dept Head Signature: Janel Gifford

Janel Gifford, P.E.
 Office Engineer

CONTRACTOR:

Name: TBD
 Address: NA
 Phone:

CONTRACTING DEPT: Transportation

Service Requested: **Review & Approve**

Contract Term: **80 Days**

Contract/Amendment Amount: _____

Compliance with Human Resources Requirements: Yes: No: _____

Compliance verified by: **Contract Notification Sent:** _____ **HR Response Received:** _____

Ok Per: **NA- Public Works**

COUNTY COUNSEL: (must approve all contracts and MOUs)

Approved: Disapproved: _____ Date: 5/1/13 By: Josh Beck
 Approved: _____ Disapproved: _____ Date: _____ By: _____

Check item 26 lump sum Phase 2 (3?) Lump sum is usually not a multiple item - this may cause confusion to bidders & should be corrected. See notes on memo re your questions.

*Corrected Unit of Measure
 Notes Acknowledged 5/6/13*

Please forward to Risk Management upon approval.

RISK MANAGEMENT: (All contracts and MOUs except boilerplate grant funding agreements)

Approved: Disapproved: _____ Date: 5/2/13 By: B. Ziegler
 Approved: _____ Disapproved: _____ Date: _____ By: _____

OTHER APPROVAL: (Specify department(s) participating or directly affected by this contract)

Approved: _____ Disapproved: _____ Date: _____ By: _____
 Approved: _____ Disapproved: _____ Date: _____ By: _____

13 MAY - 3 AM 10:46

HUMAN RESOURCES DEPT.